



AIR NATIONAL GUARD MILITARY VACANCY ANNOUNCEMENT

THE HIRING DIRECTORATE, NGB/CF, ANGRC/CC & NGB/HR RESERVE THE RIGHT TO REMOVE THIS ADVERTISEMENT AT ANYTIME.

THANK YOU FOR YOUR INTEREST IN VIEWING THIS MILITARY VACANCY ANNOUNCEMENT. PLEASE READ EACH SECTION CAREFULLY. ENSURE YOUR ARE IN FULL COMPLIANCE BEFORE THE CLOSEOUT DATE LISTED BELOW.

*****WE HIGHLY RECOMMEND YOU SUBMIT YOUR PACKAGE AS EARLY AS POSSIBLE, IF POSSIBLE, DO NOT WAIT UNTIL THE CLOSE OUT DATE TO SUBMIT***** APPLICATION PACKAGES WILL NOT BE ACCEPTED AFTER THE CLOSEOUT DATE LISTED.**

DUE TO THE HIGH VOLUME OF APPLICATION PACKAGES, PACKAGES RECEIVED WITHIN 4 DUTY DAYS OF THE CLOSEOUT DATE WILL BE REVIEWED FOR QUALIFICATION/ DISQUALIFICATION. WE WILL NOT BE ABLE TO ASSIST YOU WITH COMPLETING YOUR APPLICATION. BY COB OF THE CLOSE OUT, PACKAGES MISSING REQUIREMENTS OR DOCUMENTATION CLARIFYING QUALIFICATION WILL BE DISQUALIFIED. QUESTIONS PERTAINING TO APPLICATIONS REQUIREMENTS SHOULD BE REFERRED TO NGB/HR. ONLY NGB/HR WILL DETERMINE QUALIFICATION/DISQUALIFICATION.

<u>ANNOUNCEMENT NUMBER:</u>	MVA 2014-030
<u>OPEN PERIOD:</u>	22 Jan 2014 thru 2359 EDT, 23 Feb 2014
<u>HIRING DIRECTORATE:</u>	NGB/A6
<u>POSITION TITLE:</u>	ANG IT Contract Manager
<u>AFSC REQUIREMENT:</u>	3D07X, 3D17X (PAFSC, 2AFSC, 3AFSC, 4AFSC)
<u>RANK/GRADE REQUIREMENT:</u>	TSgt/E6 (Promotable) - MSgt/E7
<u>POSITION INFORMATION:</u>	Full Time, Title 10, Statutory Tour
<u>TOUR LENGTH:</u>	2 - 4 Years
<u>AGENCY:</u>	National Guard Bureau
<u>DUTY LOCATION:</u>	Joint Base Andrews, Maryland
<u>WHO MAY APPLY:</u>	Qualified ANG members only

1. Requirements

Must hold Rank/Grade requirement by this announcement closeout date.

Must have Top Secret Security Clearance and be able to obtain TS/SCI (Top Secret/Sensitive Compartmented Information) Security Clearance.

2. Position Description

Analyzes and evaluates the organization's business objectives and assesses appropriate acquisition strategy for fulfilling these objectives. Participates in the planning and implementation of a comprehensive program that identifies the acquisition approach and sustainment strategies for all communications and information requirements necessary to meet these objectives. Assists in the development of ANG standards, policy, plans, and objectives responding to new and existing business processes and information technology requirements as established by the United States Air Force, National Guard Bureau, and Department of Defense. Provides recommendations on the direction of the ANG efforts in the infrastructure, planning, capital planning and investment control, information and knowledge management, information architecture, information security, and electronic government. Ensures current and future requirements solutions comply with Federal, DoD and Air Force guidelines.

Evaluates and reports on ANG position concerning; AF Enterprise IT Services strategy, Enterprise Information Management strategy, IT life cycle strategy, AF IT Resources Management Plan, NGB-J6 initiatives, and the NGB Information Management Council initiatives.

Participates in various working groups and integrated project teams, both internal and external, regarding acquisition and contract actions DOD Mandate 18 May 2010, DFARS 201.602-2 and AFARS 1.602.2-90.

Assesses policies which lead to innovation and procedural changes in the application of technology acquisitions and provides recommendations to management, staff, and customers.

Advises organizational leadership and management on business process effectiveness, explains organization policy and procedures, and addresses shortfalls. Refines business processes and develops business case and return on investment analyses on new and evolving processes and initiatives.

Identifies the need for special projects and assignments, and initiates milestones and goals for those projects/assessments. Participates in self-initiated and other special projects and initiatives and performs special assignments.

Serve as Contracting Officer Representative (COR) IAW DOD mandate 18 May 2010, DFARS 201.602.2 and AFARS 1.602.2-90. Perform at least the following competencies in a manner consistent with the nature of Type A work/requirements to include assist in acquisition planning, assist in contract award process, identify/prevent unethical conduct and instances of fraud waste/abuse, perform technical/administrative monitoring and reporting duties in accordance with letter of delegation and surveillance plan, monitor contract expenditures/payments, manage contract schedule compliance, inspect, accept or reject deliverables during contract performance and at close-out in conformance with contract terms and conditions and perform surveillance in a contingency environment, when applicable.

Schedules and conduct quarterly PMO level Project management reviews (PMRs) for all contracts within directorate. The PMR consists of all key project stakeholders and is conducted to ensure that project milestones and schedule are being complied with, review status of deliverables IAW the Statement of Work (SOW) and address any issues that might impact the schedule of deliverables of the contract.

3. Application Reminders

If you are currently assigned to a Special Duty Identifier (SDI) as outlined in the Air Force Enlisted Classification Directory (AFECD) it is your responsibility to submit an approved conditional release

memorandum with your application from your Functional Area Manager (FAM) stating you have fulfilled all obligations and will be released if selected for the position you are applying for. Failure to submit conditional release before listed closeout will result in disqualification from this announcement.

Promotion Opportunity: If this Military Vacancy Announcement is a promotion opportunity and you are currently assigned to a Special Duty Identifier (SDI), you must meet the promotion requirements as outlined in ANGI 36-2502.

If you are currently assigned to a Reporting Identifiers (RI), it is your responsibility to submit an approved conditional release letter with your application from your Commander/Director.

Applicants who are in a higher grade than the grade for this advertisement must provide a statement of understanding with your application stating you are willing to be voluntarily demoted without prejudice if selected for this position, IAW ANGI 36-2503, Paragraph 3.8. If selected for this vacancy, voluntary demotion action must take place prior to being assessed to the Statutory Tour Program.

Pen/ink changes to any source document, i.e. Report on Individual Personnel (RIP), Evaluations could result in disapproval.

It is your responsibility to ensure your vMPF Personnel RIP is in order prior to application submittal. This includes but not limited to, verifying Duty History, AFSC, Service Dates and ensuring overdue TDY codes are cleared.

4. About Statutory Tours

This is a fully funded Permanent Change of Station (PCS). Visit DFAS website for most current Basic Allowance Housing (BAH) & Basic Allowance Substance (BAS) rates for the duty location listed on this announcement.

All Members assigned to the Statutory Tour program will remain affiliated their State/Territory while serving on Statutory Tour.

All field members to include AGR, Technicians & Drill Status Guardsmen must obtain State TAG approval with application submittal. Members currently assigned to the Statutory Tour program must obtain current Director approval.

Statutory Tour members may be eligible for the Post 9/11 GI Bill if they serve on active duty Title 10 and/or Title 32 502(f) AGR for 90 days or more, after 11 September 2001. Their eligibility percentage starts at 40% for 90 days to 5 months. It increases 10% every 6 months, maxing out at 100%.

Statutory Tour service time does not count toward Reduced Eligibility Age for Reserve Retirement Pay.

Further information regarding the Statutory Tour Program can be found in ANGI 36-6.

Application packages will be reviewed to ensure qualifications are met. Packages are reviewed within 4 duty days of receipt. You may visit <https://airguard.ang.af.mil/om/vacancy/> for a status update. Do not call for a status update within the four (4) duty day period.

IMPORTANT NOTE:

Based on the volume of applicants, packages received within 4 duty days of the closeout date listed on the announcement will be reviewed for qualification / disqualification only. Any missing requirements will result in disqualification. Submittals of any missing requirements after the closeout will NOT be accepted. We highly encourage you to submit packages as early as possible. If you have any questions pertaining to your package refer to Section 6, FAQs, on the application procedures. If your question is not answered by the FAQs contact our office for clarification. Review your application and the requirements thoroughly before submitting.

TO APPLY FOR THIS VANCANCY, SELECT THE LINK BELOW AND FOLLOW APPLICATION PROCEDURES

<http://www.ang.af.mil/careers/mva/procedures.asp>

